



City of Santa Barbara
Building & Safety Division
**“As-built” Construction Plan Submittal
Requirements**

Community Development
630 Garden Street
805-564-5485

General requirements:

- ☐ The minimum paper size is 18” x 24”, maximum paper size is 36” x 42”.
- ☐ Provide three sets of plans with numbered pages and a sheet index.
- ☐ Show compliance with State Title 24 Energy Conservation requirements and reproduce MF-1R and CF-1R forms on plans (new habitable structures and additions to (e) conditioned space).
- ☐ Plans prepared by licensed professionals must be stamped and signed before permit is issued.
- ☐ Application must be filled out completely and signed by applicant (owners signature may be required).
- ☐ Planning Commission “Conditions of Approval”, Zoning “Modification Letter”, and **Building & Safety “Notice and Order” must be reproduced on the plans** (if applicable).
- ☐ The site plan must show the following:
 - ✓ *All property lines and easements*
 - ✓ *Existing structures with distances in between and from property lines (include patio covers, decks, trellises, sheds, pools, etc..)*
 - ✓ *Location of all “as-built” work, showing distances from property lines and other structures on the parcel*
 - ✓ *Height and location of all fences, walls, screens, and hedges over 42” tall*
 - ✓ *All driveways, paved areas, and required parking spaces*
 - ✓ *Show north arrow on site plan and vicinity map*

Information required on plans:

- ☐ The first sheet of the plans must contain the following:
 - ✓ *Name, address, and phone number of owner, engineer, architect, or designer as appropriate*
 - ✓ *Address of project with assessors parcel number and land use zone*
 - ✓ *A complete site plan (as described above) and project vicinity map*
 - ✓ *Project data to include size of lot, size of existing buildings, size of “as-built” addition or remodel*
 - ✓ *A complete description of the scope of “as-built” work*
- ☐ Foundation design showing section drawings, details of construction, size and placement of reinforcing steel, anchor bolt size and location, and depth of footings.
- ☐ Floor plan showing all walls, doors, windows, cabinets, counters, minimum required electrical outlets and circuits, switches, lights, smoke detectors, mechanical equipment, plumbing fixtures, and appliances. Label use of all rooms and clearly distinguish between “as-built” construction and original construction.
- ☐ Framing plan showing all structural elements including wall framing, floor and roof framing, posts, beams, headers, shear walls, shear transfer details, lumber species and grade, hangers, and connectors.
- ☐ Cross section of building showing all interior and exterior finishes, insulation type and value, sheathing, roofing materials, stairs, handrail & guardrail dimensions, and interior ceiling heights.
- ☐ Elevation drawings from each side of the building or addition. Show building height, roof pitch, exterior wall covering materials, exterior landings, and surrounding grade.

Additional Information:

- **Concealed components of “as-built” construction require visual verification by a City Building Inspector to assure compliance with the approved plans and all locally adopted codes and ordinances. The removal of exterior and/or interior wall covering may be necessary to perform inspections.**
- **Unapproved utility lines and connections may be required to be removed to the point of connection.**